



Plattsburgh, New York

Desmond J. Racicot
Police Chief
Plattsburgh Fire Department
65 Cornelia Street
Plattsburgh, NY 12901
Tel: 518-561-5965
Fax: 518-561-8236
citychief@cityofplattsburgh-ny.gov

MEMO

TO: Mayor Kasprzak
Members of the Common Council

FROM: Chief Desmond J. Racicot

DATE: April 4, 2012

RE: Fire and Ambulance Responses

For this week's period: Thursday, March 29, 2011 to Tuesday, April 3, 2012
our Department has responded to the following:

Fire Calls	15
	1 service call
	3 system activations
	1 MVA
	4 EMS assist
	1 gasoline/flammable liquid spill
	1 excessive heat
	2 rescue
	1 good intent call
	1 smoke/odor removal
Ambulance Calls	43
Mutual Aid by CVPH	22

BUILDING INSPECTOR'S COMPLAINT REPORT: 4/2/12

DATE	STREET #	STREET NAME	COMPLAINT	INSP	INSPECTION REPORT	CORRECTION	DATE OF CORRECTION
2/27/2012	30	ELM ST	NEIGHBOR'S WATER COMING THROUGH KITCHEN SINK	JM	VIOLATION NOTICE ISSUED	CORRECTED	3/30/12
3/25/2012	65	SOUTH PERU ST	NEW SIGN, BANNER	KB		CORRECTIVE ACTION IN PROCESS	
3/25/2012	74	COURT ST	GARBAGE	JM	VERBAL NOTICE OF VIOLATION	CORRECTED	3/30/12
3/30/2012	7	UNDERWOOD AVENUE	STAKES ON THEIR PROPERTY FOR NEIGHBOR'S FENCE	KB		CORRECTIVE ACTION IN PROCESS	

CITY OF PLATTSBURGH, NY

STATEMENT OF CASH RECEIPTS

Department of Public Library

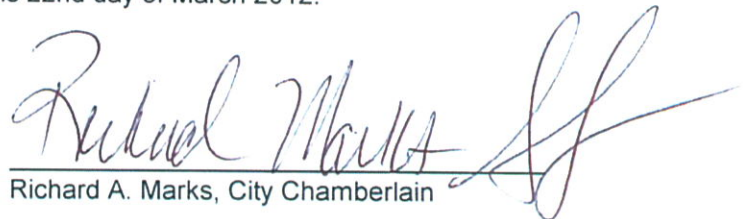
The undersigned hereby certifies that the following is a complete statement of all monies payable to the City of Plattsburgh received by the above mentioned department, or by the undersigned, during the period beginning March 15, 2012 and ending on March 21, 2012 inclusive.

Purpose for which Received				Amount
6124-2450	Commissions			-
6126-2613	Overdue Charges			239.73
6126-2650	Sale of Scrap			-
6126-2655	Minor Sales			81.09
6127-2690	Lost/Damaged Property			50.00
6127-2705	Gifts and Donations			-
6127-2755	Trust Fund Income			-
6227-2760	CEF Library System			-
6227-2770	Local Grants			-
6330-3840	State Library Aid			-
6330-3842	State Aid			-
6440-4090	Federal Aid			-
			General	370.82
	Sales Tax @ 8.0%	(Minor Sales Only)	T&A	7.05
			TOTAL	377.87

Dated, Plattsburgh, NY: March 22, 2012

Signed by Jamie A. Parrotte, Administrative Assistant

Received of Jamie A. Parrotte the aforesaid amount of:
Three hundred seventy-seven and 87/100 dollars this 22nd day of March 2012.


Richard A. Marks, City Chamberlain

SET 17 CPI
CITY OF PLATTSBURGH 1001
MISCELLANEOUS CASH
Date / Time : 03/22/12 15:40
Payment : \$ 370.82
Receipt # : 203136
Check/Credit Card #: MULTIPLE
Check:



City of Plattsburgh, NY
41 City Hall Place
Plattsburgh, NY 12901

on Agenda for
Initial
4/4/12

ADOPT-A-SPOT PROGRAM APPLICATION

Please print your name or group name as you would like it to appear on the Adopt-A-Spot sign.
Include website and or phone number if desired:

JIM BAILEY

PHONE: 563-5794 E-MAIL: baileyj@westelcom.com

MAILING ADDRESS:

Street or PO Box 62 PROSPECT AVE

City PLATTSBURGH

State NY

Zip 12901

Type of Adopter ☒ Individual ☐ Family ☐ Non-profit ☐ Civic Group
☐ Business ☐ Government ☐ Other

Type of Adoption ☒ Street or Avenue (Litter Control) ☐ Green Spot ☐ Trail Section

Please list specifically the area you or your group is interested in adopting. Enter the closest nearby street address or describe the intersection in detail, and describe the work you plan to do:

STELTZER ROAD - FROM BROAD ST. TO SOUTH CATHERINE ST.

BOTH SIDES (INCLUDING PART OF SARANAC RIVER TRAIL + EDGE OF RIVERSIDE CEMETERY) : LITTER PICKUP MONTHLY

Approved by Plattsburgh City Council: ☐ Yes ☐ No - if no, state reason below

Date:

The section below is to be completed by City of Plattsburgh Employees:

Sign Posted (Note exact location and then provide signature)

Date / Time

Copy to:
- Public Works
- Engineering

ADOPT-A-SPOT PROGRAM PARTICIPANT AGREEMENT

Statement of Volunteer Activity

The City of Plattsburgh, NY, having offices at 41 City Hall Place, Plattsburgh, NY, herein after called "The City", and the Participant or organization, whose name and address is:

JIM BAILEY
62 PROSPECT AVE
PLATTSBURGH NY.

herein after called "The Participant", hereby enter into this Agreement which provides that:

The Participant shall maintain ☒ Street ☐ Green Spot ☐ Trail Section
in the City described as follows:

STELZER ROAD, FROM BROAD ST. TO S. CATHERINE ST., BOTH SIDES,
MONTHLY LITTER PICKUP PATROL

The Participant acknowledges the hazardous nature of the activity and agrees to the following terms and conditions:

1. Activities permitted are of a roadside maintenance nature including, but not limited to, litter pickup, mowing, brush control and cutting, tree trimming and planting, and maintaining approved vegetation, except as modified by the City.
2. A City official shall conduct an initial safety briefing for the Participant as part of a general orientation and expectation over the area being maintained.
3. All persons associated with Participant shall wear approved safety vests provided by the City when working. Vests must be returned upon completion of work.
4. The Participant and its members understand completely that there is no provision or expectation, present or future, for the receipt of compensation from the City for their voluntary efforts.
5. The Participant should conduct its operations no less than once a month between April 15th and November 15th. Litter control should be conducted once per month, year round, as weather permits. The City may request more frequent maintenance, as needed.
6. The Participant shall call the City Public Works Office upon completion of each activity. The City's Public Works telephone number is 563-1120.
7. The Group will organize and conduct a safety briefing each day that work is done reviewing the safety checklist. Participants must sign the safety signature sheet. The designated safety person's sole responsibility must be assuring the safety of the workers and the traveling public. The City will provide a representative to present the safety briefing for the first meeting and after that a designated person for the Group will conduct such for all those participating in the field activity. The briefings should be held on-site to ensure that all participants are in attendance.
8. The Participant will be responsible to organize and supervise all activities.
9. No work of any nature will be performed on the pavement, shoulders or on lanes of the traveled way. No participants vehicles may be parked on the travel lanes. The City will provide for disposal of collected waste from locations specified in the permit.
10. Hours of work will be between the hours of 8:00 AM and 5:00 PM.

11. No alcoholic beverages shall be allowed while volunteers are working at their spots.
12. Each individual participant shall sign and date the Adopt-A-Spot General Release, which shall be kept on file at the City of Plattsburgh, Public Works Director's Office for the duration of the Agreement.
13. The City will furnish and erect an Adopt-A-Spot sign within the area, at a specific location chosen by the City. The location will be visible for passersby to see.
14. If in the sole judgment of the City it is determined that the Participant is not meeting the terms and conditions of this Agreement, the City may terminate this Agreement.
15. The group/volunteer contact shall be required to seek permission from the Public Works Department before any site modifications occur. Such site modifications may include, but are not limited to, planting of new trees, litter control, weed abatement, installing new features, painting landscape structures, placing other monuments or constructing improvements on City trails. Plantings taller than 36" that will block visibility must be approved by the City Engineer. For questions regarding the above, contact the City Public Works Department at 563-1120 or the City Engineer at 563-7730.
16. The use of chemical fertilizers, herbicides or pesticides is prohibited. Organic gardening techniques are safer for volunteers and community members and are therefore recommended.
17. The City, in its sole discretion, reserves the right to cancel the Adopt-A-Spot program at any time and for any reason. In the event the program is terminated, Participant hereby waives any claims it may have against the City based on termination of the program.

In the event of an emergency, the City may contact:

Person ANNE BAILEY Phone 518-563-5794

Person _____ Phone _____

This Agreement shall be for a one year period commencing on:

Signed this 29 day of MARCH, 2012

JIM BAILEY

Name of Participant/ Organization

Jim Bailey

Signature of Participant / Organization Representative

Participant/ Organization Representative (printed)

Specific Named Participant's Supervisor

City of Plattsburgh Representative Signature

City of Plattsburgh Representative (printed)

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

Signature of Parent/Guardian (If applicable)

Participant / Organization Representative must check the box below and initial:

I have participated in the safety orientation and am ready to lead myself or my group safely in Adopt-A-Spot operations ☐ Initial here _____

**ADOPT-A-SPOT PROGRAM
INFORMED CONSENT, WAIVER AND RELEASE
FOR VOLUNTEERS IN PLATTSBURGH**

1. I, the undersigned, desire to participate in the Plattsburgh Adopt-A-Spot Program (the "Program"). In consideration of acceptance, approval and participation in the Program, I hereby enter into this Informed Consent, Waiver and Release Agreement with Plattsburgh (hereinafter the "City").
2. I recognize that the Program will involve physical labor and carries a risk of personal injury and/or physical and emotional discomfort. I hereby acknowledge that I am free from any known health problems that could prevent me from participating in any of the activities associated with the Program. I further acknowledge and represent that I am sufficiently physically fit to participate in the activities of the Program.
3. I recognize that there are natural and man-made hazards, environmental conditions, diseases and other risks which, in combination with my actions, may cause injury to me. I hereby agree to assume all risks which may be associated with or may result from my participation in the Program, including, but not limited to, transportation to and from volunteer sites.
4. I recognize that if I am accepted for the Program, I will be considered a volunteer of the City of Plattsburgh and not an employee. I hereby agree to accept supervision as directed by the City and to perform my volunteer services to the best of my ability and in a professional manner. In the event of an injury, I hereby expressly consent to any emergency medical aid, anesthesia, and/or operation, if in the opinion of the attending physician; such treatment is reasonable and necessary.
5. I hereby waive and release any and all claims I have or may have in the future against the City, its officers, agents, employees, assigns, and sureties, for any liability, damage, claim, injury, loss, expense, attorney fees, or harm of any kind whatsoever arising out of my participation in the Program.
6. I HEREBY ACKNOWLEDGE THAT I HAVE CAREFULLY READ AND UNDERSTAND THE CONTENTS OF THIS AGREEMENT AND THAT I SIGN THE SAME OF MY OWN FREE WILL. I FURTHER ACKNOWLEDGE THAT THIS AGREEMENT SHALL BE BINDING UPON ME HEIRS, REPRESENTATIVES AND ASSIGNS.

Name: JAMES G. BAILEY

Signature James G. Bailey Date: MARCH 29, 2012

City Official: _____ Date: _____

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

Signature of Parent/Guardian (If applicable)

**ADOPT-A-SPOT
Individual Volunteer
General Release**

**EACH PERSON IN THE GROUP
MUST SIGN ONE OF THESE FORMS**

I, JAMES BAILEY, volunteer in the City of Plattsburgh's Adopt-A-Spot Program, for good and valuable consideration given by the City of Plattsburgh, NY, receipt of which is hereby acknowledged, agree to release and hold the City of Plattsburgh, its officers, agents, and employees, harmless and free from liability for any personal injury or spot damage arising out of or in any way attributable to the City, its officers, agents and employees.

IN WITNESS WHEREOF, I have executed this release on this 29 day of

MARCH, 2012.
Month Year

By: JAMES BAILEY
Print Name

James Bailey
Signature

Address

Phone Number: 518-563-5744

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

Signature of Parent/Guardian (If applicable)

**CITY OF PLATTSBURGH
PUBLIC WORKS DEPARTMENT
ADOPT-A-SPOT PROGRAM**

Individual Indemnity Statement

**EACH PERSON IN THE GROUP
MUST SIGN ONE OF THESE FORMS**

You are hereby recognized as a volunteer of the City of Plattsburgh, duly organized under the laws of the State of New York. Your tenure as a volunteer will continue until your resignation, your termination by the City of Plattsburgh, or as provided in this Agreement.

Signature James Bailey Date 3/29/12

Print Name JAMES BAILEY

Address 62 Packer Ave

PLATTSBURGH NY 12901

NOTE: Participants who are under 18 years of age must also have their parent/guardian's permission to enter into this agreement, and shall be duly noted at the bottom of this page if applicable.

Signature of Parent/Guardian (If applicable) _____



Plattsburgh, New York

41 City Hall Place
Plattsburgh, New York 12901
518-563-7642
Fax 518-561-4208
hartmannm@cityofplattsburgh-ny.gov

Memorandum

From: Office of Community Development

To: Mayor Kasprzak and Common Council

Date: March 29, 2012

Re: Housing Rehab 173 Oak St. (Latour)

In connection with the 2009 Housing Rehabilitation Program funded with NYS Housing Trust Fund Corp/Division of Housing and Community Renewal HOME monies, the Office of Community Development respectfully requests that it be authorized to advertise for bids for housing rehab for the following project: Latour – 173 Oak St.

Some preliminary work needs to be done before the rehab begins. An energy analysis by a certified Business Performance Institute firm, in this case the JCEO Weatherization Division, and a lead base analysis must be performed before any contract is put out for bid. A work write up will be done with the owner that will include any weatherization requirements and the necessary housing repairs.

Each proposal shall be accompanied by a certified check, payable to “City of Plattsburgh.” The bid security shall be in the amount of two percent (2%) of the total bid.

A complete set of the contract documents may be obtained from the office of the City Clerk upon payment of a \$15.00 deposit for each set obtained.

Thank you for your consideration in this project.



Plattsburgh, New York

41 City Hall Place
Plattsburgh, New York 12901
518-563-7642
Fax 518-561-4208
hartmannm@cityofplattsburgh-ny.gov

Memorandum

From: Office of Community Development

To: Mayor Kasprzak and Common Council

Date: March 29, 2012

Re: Housing Rehab Stone – 27 St. John St.

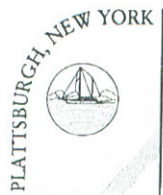
In connection with the 2009 Housing Rehabilitation Program funded with NYS Housing Trust Fund Corp/Division of Housing and Community Renewal HOME monies, the Office of Community Development respectfully requests that it be authorized to advertise for bids for housing rehab for the following project: Stone – 27 St. John St.

Some preliminary work needs to be done before the rehab begins. An energy analysis by a certified Business Performance Institute firm, in this case the JCEO Weatherization Division, and a lead base analysis must be performed before any contract is put out for bid. A work write up will be done with the owner that will include any weatherization requirements and the necessary housing repairs.

Each proposal shall be accompanied by a certified check, payable to “City of Plattsburgh.” The bid security shall be in the amount of two percent (2%) of the total bid.

A complete set of the contract documents may be obtained from the office of the City Clerk upon payment of a \$15.00 deposit for each set obtained.

Thank you for your consideration in this project.



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held April 12th, 2012, the following resolution was adopted:

By Councilor ; Seconded by Councilor

WHEREAS, the following resolution was adopted on April 12th, 2012, and

WHEREAS, the Capital Expenditure Plan adopted January 12th, 2012, includes a Bridge & Waterfront category, a Recreation Complex Facilities category and a Recreation Department Facilities category each containing items related to repair of flood damage as detailed below, and

WHEREAS, the Engineering and Planning Department is establishing a May 2011 Flood Damage capital project for the items separately included in the Capital Expenditure Plan in the above named categories as it was adopted on January 12th, 2012, and

WHEREAS, the cost of the May 2011 Flood Damage project has been estimated by the Engineering and Planning Department to provide for the project during 2012, as follows:

	2012 Capital Plan	2012 Estimated Cost
Saranac River pedestrian suspension bridge	\$ 60,000	\$ 60,000
Sailor's Beach pedestrian bridge over RR tracks	20,000	20,000
Sailor's Beach flood damage repairs	15,000	14,983
Old Base Marina flood damage investigation/design	21,400	24,489
Old Base Marina flood damage repairs	800,000	800,000
City Beach/Crete Civic Center flood damage repairs	142,000	152,126
Healthy Lung Fitness Trail (Wilcox Dock) flood damage	38,464	38,464
Green Street – Saranac River storm drainage pipe	-	2,819
Macdonough Park masonry retaining wall	-	2,394
Champlain Park / Cumberland Avenue seawall	-	2,345
Oklahoma Avenue Old Base Marina building	-	7,089
Oklahoma Avenue engineering road/shoulder study	-	24,489
Total	<u>\$ 1,096,864</u>	<u>\$ 1,149,198</u>
Project Funding:		
General Fund Advance	\$ 880,000	\$ 880,000
FEMA Public Assistance	<u>216,864</u>	<u>269,198</u>
Total	<u>\$ 1,096,864</u>	<u>\$ 1,149,198</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 12th day of April, 2012, as follows:

- 1) That, the amount of One Million One Hundred Forty-nine Thousand One Hundred Ninety-eight and 00/100 (\$1,149,198.00) Dollars be and it is hereby appropriated to the Capital Project **May 2011 Flood Damage (project H5110.38)** for the cost of the expenditures described above and is hereby authorized to be expended for such purpose.
- 2) That, Eight Hundred Eighty Thousand and 00/100 (\$880,000.00) Dollars of such appropriation be provided by advances from the General Fund for progress expenditures necessary to seek reimbursement from FEMA Public Assistance large project funding or until such time as a borrowing resolution is adopted by the Common Council authorizing the issuance of debt to pay for the project advances.
- 3) That, Two Hundred Sixty-nine Thousand One Hundred Ninety-eight and 00/100 (\$269,198.00) Dollars of such appropriation be provided by FEMA Public Assistance small project funding submitted flood damage claims.
- 4) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK



Plattsburgh, New York

Richard A. Marks
City Chamberlain

Department of Finance
6 Miller Street
Plattsburgh, NY 12901
518-563-7704 TEL
518-563-1714 FAX

At a regular meeting of the Common Council of the City of Plattsburgh, New York, held April 12th, 2012, the following resolution was adopted:

By Councilor ; Seconded by Councilor

WHEREAS, the following resolution was adopted on April 12th, 2012, and

WHEREAS, the Capital Expenditure Plan adopted January 12th, 2012, includes a recreation Complex Facilities category, and

WHEREAS, the Engineering and Planning Department is establishing a 2012 Rec Complex Facilities project that is included in the Capital Expenditure Plan adopted January 12th, 2012, and

WHEREAS, the cost of the 2012 Rec Complex Facilities project has been estimated by the Engineering and Planning Department to include the project items, as follows:

	2012 Capital Plan	2012 Estimated Cost
Crete Brothers Gym Boiler/HVAC	\$ 80,000	\$ 80,000
New entrance sign / site 'hardscape'	50,000	50,000
Old bathhouse conversion analysis/ site prep	100,000	100,000
ADA access improvements/beach amenities	<u>90,000</u>	<u>90,000</u>
Total	<u>\$ 320,000</u>	<u>\$ 320,000</u>
Project Funding:		
General Fund Advance	<u>\$ 320,000</u>	<u>\$ 320,000</u>
Total	<u>\$ 320,000</u>	<u>\$ 320,000</u>

Now therefore,

BE IT RESOLVED, by the Common Council of the City of Plattsburgh, New York, this 12th day of April 2012, as follows:

- 1) That, the amount of Three Hundred Twenty Thousand and 00/100 (\$320,000.00) Dollars is hereby appropriated to the **2012 Rec Complex Facilities (Project H7220.40)** for the cost of the Capital Project described above and is hereby authorized to be expended for such purpose.
- 2) That, Three Hundred Twenty Thousand and 00/100 (\$320,000.00) Dollars of such appropriation be provided by advances from the General Fund in order to pay for the project work not covered by outside funding sources until such time as a borrowing resolution be adopted by the Common Council authorizing the issuance of debt to pay for the project advances.
- 3) That, this resolution takes effect immediately.

On Roll Call,

CERTIFIED A TRUE COPY

CITY CLERK